

MOBILE COUNTY COMMISSION

205 Government Street 8TH Fl South
Mobile, Alabama 36644

BID INVITATION

NO. 64-15

AUGUST 14, 2015

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

ANNUAL ELECTRICAL EQUIPMENT MAINTENANCE BID FOR MOBILE COUNTY SHERIFF'S OFFICE AS PER ATTACHED SPECIFICATIONS:

NOTE: PRICES MUST REMAIN FIRM FROM OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016.

Any questions or comments concerning the bid requirements must be brought to the attention of Susan Holland, Purchasing Agent, 251-574-8613, 205 Government St. 8th fl S., Mobile, Alabama 36644, to or at bid opening or will be forever waived.

All bidders shall furnish a five percent (5%) bid bond on any contract exceeding \$15,000: provided that bonding is available for services, equipment or materials. Bid bond will be accepted in the form of a certified check, cashier's check, postal money order, etc. Out of State Corporations shall furnish a Certificate of Authority to transact business in the State of Alabama. Out of State limited liability companies shall provide proof of registration to transact business in this state. Alabama law requires that a successful bidder, if it has employees in the State of Alabama, provide proof of enrollment in E-Verify prior to the award of a contract. (See enclosed notice which must be completed, signed and returned with your bid.)

If applicable to a contract resulting from this invitation, the successful bidder must comply with the Contractor Felony Investigation Policy, available in the Purchasing Department or at mobilecountyal.gov.

This inquiry is to establish a price and a source of supply for the above listed items by Mobile County Commission and the incorporated areas therein. Purchases by political subdivisions are optional with those agencies.

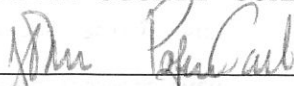
THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, SEX, NATIONAL ORIGIN, RELIGION, OR DISABILITIES.

F.O.B. Mobile DATE OF DELIVERY _____ TERMS _____ You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. SEPTEMBER 9, 2015.

ALL BIDS MUST BE SEALED, THE WORD "BID", THE BID NUMBER AND THE NAME OF THE ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE. BIDS WILL BE RECEIVED BY THE RECEPTIONIST IN THE OFFICE OF THE COUNTY COMMISSION ADMINISTRATOR, 205 GOVERNMENT STREET ON THE EIGHTH FLOOR OF THE MOBILE COUNTY GOVERNMENT PLAZA. FAILURE TO OBSERVE THE ABOVE INSTRUCTIONS WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR BID. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

MOBILE COUNTY COMMISSION


JOHN PAFENBACH, COUNTY ADMINISTRATOR

We propose to meet the above specifications for the sum

of \$ SEE ATTACHED LIST.

Delivery can be made in _____ days from receipt of award.

RESPECTFULLY

BY _____

IMPORTANT

**THIS DOCUMENT MUST BE COMPLETED, SIGNED AND RETURNED
WITH YOUR BID**

As a condition for the award of a competitively bid contract to a company having one or more employees in the State of Alabama, the Beason-Hammon Alabama Taxpayer Citizenship and Protection Act, codified at Section 31-13-1, et seq., Code of Alabama (1975), as amended, requires that the company provide, in advance, proof of enrollment in E-Verify. E-Verify is an internet based system operated by the U.S. Department of Homeland Security, which may be used to determine the eligibility of new hires to work in the United States. Further information about enrollment in E-Verify may be found at www.uscis.gov/everify and www.Verify.Alabama.gov.

As proof of enrollment in E-Verify, Mobile County requires a copy of the electronically signed signature page of the contractor's Memorandum of Understanding with the U.S. Department of Homeland Security or Alabama Department of Homeland Security (contractors having fewer than 25 employees may enroll in E-Verify through the state Department of Homeland Security).

Please complete the following and return with your bid:

_____ (company name) has no employees in
the State of Alabama

Or

_____ (company name) is enrolled in E-
Verify and a copy of the electronically signed signature page of
the company's Memorandum of Understanding is attached.

Date

Signature

Title

SAMPLE

E-Verify



Company ID Number: 477783

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Mobile County Commission	
Connie Hudson	
Name (Please Type or Print)	Title
Electronically Signed	12/21/2011
Signature	Date

Department of Homeland Security – Verification Division

USCIS Verification Division

Name (Please Type or Print)		Title
Electronically Signed		12/21/2011
Signature		Date

Information Required for the E-Verify Program

Information relating to your Company:

Company Name:	Mobile County Commission
Company Facility Address:	205 Government Street
	8th Floor South Tower
	Mobile, AL 36644
Company Alternate Address:	
County or Parish:	MOBILE
Employer Identification Number:	636001644

MOBILE COUNTY COMMISSION

BID FORM

Date: _____

BID #64-15

*ANNUAL ELECTRICAL EQUIPMENT MAINTENANCE BID FOR MOBILE COUNTY
SHERIFF'S OFFICE:*

Company _____

Company Representative _____
(Print)

Title _____

Company Representative _____
Signature

Address _____

Phone number () _____

Fax number () _____

Federal ID Number _____

Email Address _____

Web Address _____

MOBILE COUNTY SHERIFF'S OFFICE

ADMINISTRATIVE DIVISION

510 South Royal Street, Mobile, AL 36603 Office: (251) 574-2406

RE: Request for Bid – Fleet Electronics Service/Maintenance Contract

MCSO Administration Project Code - SORFB-2014-A019

Stated Purpose for RFB

The Mobile County Sheriff's Office seeks to place under contract the maintenance of electronic equipment installed in vehicles or related to the following items:

1. All electronic equipment installed in Mobile County Sheriff's Office Vehicles.
2. The Repair or Replacement of all electronic equipment within its normal life expectancy.
3. A fixed cost to repair electronic equipment damaged outside normal circumstances or that has exceeded its life expectancy (end of life-EOL).
4. A fixed cost (rate) to install new equipment into vehicles.
5. A fixed cost (rate) to remove old equipment from vehicles.

Stated Requirements

Please see Attachment (A) that provides an itemized list of all electronic equipment (by quantity) to be bid for maintenance to the Mobile County Sheriff's Office (MCSO).

Responding vendors must submit bids on all electronic equipment listing individual unit prices on the form provided which makes up the monthly cost per item. Bids submitted on forms other than those provided will be rejected. All bids must include on this form the basic rate for installation and removal; partial bids will not be accepted.

All vendors must have a local service shop centrally or conveniently located to reduce driving time for employees of the MCSO.

The Mobile County Sheriff's Office (MCSO) and/or the Mobile County Commission (MCC) reserves the right to add similar equipment or delete additional electronic equipment during the contract period at prices quoted in the original bid.

In the event the successful vendor is unable to repair any item contracted, it will be the responsibility of the vendor to have the equipment repaired or replaced at the vendor(s) discretion at no additional cost to the MCSO within a time frame acceptable to the MCSO. If equipment needs to be replaced it will be done so with same name brand and model equipment if available. If the same model is not available, the closest current production model of equivalent specification (or higher) will be used. The MCSO must approve of any substitutions for equipment under this provision. The replacement of defective equipment will be processed within a 14 day time period.

The successful vendor shall provide an installation time on all equipment of no more than five working days. Each day in excess of five working days shall result in a \$50.00 per day reduction on the final invoice for that vehicle/repair.

The MCSO equipment list inventory is attached to this Request for Bid (RFB). It shall be the responsibility of MCSO to notify the successful vendor of any changes to the inventory list.

If awarded, this Maintenance and Service contract will cover from date of award through September 30, 2015. The MCSO will have an option to renew this maintenance and service contract for additional one year increments, up to three additional years with the agreement of the successful vendor.

The Mobile County Sheriff's Office and/or the Mobile County Commission may, at their discretion, reject any or all bids.

Pricing Specification:

Upon award of bid, an agreement shall be established between the Mobile County Sheriff's Office and Mobile County Commission with the successful vendor for the electronic equipment maintenance and service. The agreement will furnish rates as required by the Mobile County Sheriff's Office.

All bids must show individual unit prices that make up the monthly charge. Unit prices must include parts and labor combined. The sum total on Attachment A is the monthly amount charged to the MCSO for this service.

All bids must also include the "time plus material hourly rate", installation, and removal rates.

The successful vendor agrees to provide service in the manner and terms set forth in these specifications, instructions and equipment list; or as in the contract service policy or policies agreed to by the MCSO.

Items Not Listed in Inventory:

The intent of this maintenance contract is to maintain only the equipment listed on the attachment for the Mobile County Sheriff's Office. However, on a case by case basis, other items or accessories that are not part of the attached equipment list and do not have unit prices listed may need service or repair. In that event these "unlisted items" shall have service performed at the hourly rate provided on the Unit Cost Form located on Attachment B. This is also referred to as the time plus material rate.

If other electronic equipment, not included in this contract need repairs, the decision of who shall repair the equipment will be made by the Mobile County Sheriff's Office.

Special Provisions:

Additions or deletions of equipment to be made by the MCSO which would result in more than a twenty percent (20%) change in the total monthly charge for contract service as determined by using the attached equipment list as quantity range, shall be grounds for the MCSO and the successful vendor to negotiate a change in unit prices. Such changes must be made in writing and attached to the successful bid paperwork.

Limitations on Contract Service:

The term "normal wear and tear" is intended to mean failure of the equipment to operate properly as a result of average application of the equipment under normal working conditions. Normal wear and tear shall not include repairs of the equipment caused by vehicle wrecks, damage as a result of an "act of god", and operation under abnormal conditions, physical mistreatment or willful destruction. The decision as to what constitutes "normal wear and tear", physical mistreatment, tampering, or other questions concerning repairs will be the responsibility of the MCSO.

Time plus Material Service:

Time plus material service is defined as that service not included in the standard contract service and outlined in contract limitations, emergency service, extra service or any other service performed that is not specified or set forth otherwise. This will be designated as the hourly rate charged for all other service performed for the MCSO under this agreement.

Service Center Responsibility:

The successful vendor warrants that all service performed hereunder shall be of the kind and quality necessary to assure performance of the equipment in accordance with the manufacturer's published specifications. The successful vendor further warrants that all material(s) used will meet or exceed the manufacturer's specifications for repair and maintenance.

All work performed by the successful vendor, which is found to be faulty within thirty (30) days of performance will be corrected at no cost to the MCSO. At the MCSO request, the successful vendor will provide proof that their service center complies with the applicable workman's compensation laws and carries liability insurance in an amount and form acceptable to the MCC.

Mobile County Responsibility:

The Mobile County Sheriff's Office has an obligation to share in the responsibility of keeping electronic equipment in good physical condition. The MCSO recognizes that electronic equipment is susceptible to misuse and neglect. The MCSO has a responsibility to maintain and utilize the electronic equipment in an acceptable manner to

both parties and acknowledges that cooperation between both parties will allow the successful vendor to render a quality service to the MCSO.

Standard Contract Service:

Standard contract service is defined as the inspection, maintenance, repair or replacement of electronic equipment as listed on attached equipment list (Attachment A). Upon notice to the service center, a technician will make repairs or adjustments as needed as soon as possible. The contract service shall include all charges for repairs or replacement. If the item is unable to be repaired, the electronic equipment including labor and parts will be replaced at no additional cost to the MCSO. All standard contract service will be performed during normal working hours.

Standard contract service will be provided at the service center or a mutually agreeable site as required at no additional cost.

Exceptions to this specifically include equipment not maintained on the equipment list, and incurred from abnormal usage.

Emergency Service:

Emergency service shall be rendered to the MCSO for the repair of electronic equipment as specified in this contract after normal hours during an emergency incident as defined by the MCSO. This emergency service shall be included in the unit price prices of the electronic equipment list. This service shall be rendered upon notification of need by the MCSO as required at ***no additional cost***.

This does not include equipment damaged during the course of an emergency event such as a Hurricane or weather event.

Additional Service:

Upon request by the Mobile County Sheriff's Office the successful vendor shall perform the following on a time plus material cost basis (hourly rate) as listed on the unit cost form:

1. Install or remove electronic equipment not listed on Attachment B.
2. Repair and restore to normal operating conditions any electronic equipment not listed on the equipment list, but forming a part of the MCSO electronic system.
3. Make improvements in the electronic system as a result of progress in the technical art, but only after advanced written approval of the MCSO.
4. Upon request the successful vendor will perform extra work on electronics not specified in this bid. This work will be performed at the hourly rate listed on the unit cost form.

Terms:

The terms of this agreement between the Mobile County Sheriff's Office and/or Mobile County Commission and the successful vendor for maintenance services shall begin on the date of award through September 30, 2016.

This agreement may be terminated by either party, upon thirty (30) days written notice for any reason. Said notice will be delivered by certified mail.

The Mobile County Sheriff's Office and/or Mobile County Commission have an option to renew this maintenance contract for (up to) three years, in one year increments, with the agreement of the successful vendor. If at any time in the opinion of MCSO the successful vendor is not abiding by this contract, the contract can be canceled with proper notification in writing.

Qualifications for Vendors:

Vendors (Vendors) must meet the following specifications in order to be considered:

1. Each Bid must include sufficient written information as to these minimum qualifications. Such information will be used to determine qualifications of the vendor. Bids submitted by vendors not enclosing such information and/or not meeting minimum qualification will be rejected.
2. The proposed Vendor/Vendor must be engaged on a full time basis in the service and installation of electronic radio systems and accessories.
3. Have available sufficient factory technical manuals to maintain the electronic equipment.
4. In accordance with MCC policy, the Vendor/Vendor must maintain worker liability insurance at a rate to be determined by MCC with no less than 250,000.00 in coverage. Written proof of such liability insurance must be available upon request.

Instructions to Vendors:

Vendors/Vendors are required to fill in unit prices in the appropriate space on the attached form. Bids submitted on different or altered forms will be rejected. Submit the required qualification information along with reviewing the specifications, equipment list, etc. pertaining to the Mobile County Sheriff's Office electronic equipment.

Special Conditions

Technical questions concerning the requested bid can be directed to Sergeant D. Holifield at the Mobile County Sheriff's Office (251-680-2679).

Sergeant Holifield may also answer questions as to how to properly fill out the Attachments in responding to the bid.

Attachments:

- A. Equipment List
- B. Install & Removal Equipment List (and) Unit Cost Form.

Attachment A:

Equipment List		
Light Systems	Total	Total Monthly Maintenance Cost
Federal Jet Strobe Light Bar	52	
Whelen Liberty/Edge Light Bar	88	
Assorted Front/Rear Deck Lights	150	
Assorted Grill Lights	150	
Random Headlight Flashers	130	
4/6/8 Way Strobe Systems	150	
Assorted Dash/Visor Lights	100	
Track Lighting System (pair per vehicle)	12	
Subtotal/Cost		
UNDER THE HOOD SIREN SYSTEMS		
Assorted speakers and sirens	170	
Subtotal/Cost		
OTHER ASSORTED EQUIPMENT		
Spotlights	150	
Map Lights	75	
Electronic shotgun racks	50	
Add-on accessory outlets	150	
Subtotal/Cost		
<i>Total Costs of all monthly maintenance of the above:</i>		

List Date: 9.22.2014

Attachment B:

Install & Removal Equipment List		
Installations & Removals	Installation	Removal
Light bar systems		
Inside mount dash or rear deck lights (set of two)		
Under the hood siren system		
Random headlight flashers		
4/6/8 way strobe system		
Equipment console to include all faceplates, computer stands and cigarette lighter plugs.		
Partition		
Window Guards – (pair per vehicle)		
Push Bumper		
Voice/Data radio w/o console		
Air Card / Avl antenna Initial Installation		
Air Card / Avl antenna Replacement		
Police Radio Installation to include antenna, regular mount or undercover mount		
Track Lighting System (pair per vehicle)		
Pro-Net system and Antenna		

List Date: 9.22.2014

Unit Cost Form		
Rates		
Times plus material hourly rate:		